

## Regular Meeting

November 12, 2019

The regular meeting of the Millcreek Township Board of Supervisors was called to order at 9:30 a.m. by Chairman John Groh in the Assembly Room of the Millcreek Township Municipal Building. Present were Mark Zaksheske, John Morgan, John Groh, James Bock, Mark Shaw, Esq., Matthew Waldinger, Gary Snyder, Nina DiPlacido, and Sheryl Williams.

Following the Pledge to the Flag, Mr. Groh announced that the meeting is being recorded by WQLN and will be broadcast on Spectrum Channel 1024 and YouTube.com with closed captioning available.

Mr. Groh called for public comment on agenda items other than development or rezoning application hearings. No public comment was offered.

On motion by Mr. Bock, seconded by Mr. Groh, it was carried by unanimous roll call vote to approve the minutes from the October 22, 2019 Regular Meeting.

On motion by Mr. Morgan, seconded by Mr. Bock, it was carried by unanimous roll call vote to approve payment of General Fund bills in the amount of \$1,530,661.14, Sewer Revenue Fund bills in the amount of \$148,821.32, and a bill from the Sinking Fund Account in the amount of \$6,921.47.

On recommendation of Treasurer Mark Zaksheske, it was moved by Mr. Bock, seconded by Mr. Morgan and carried by unanimous roll call vote to approve a Capital Budget Amendment Request to move \$115,000.00 from the Police Vehicle to Reserve, and use \$55,000.00 for the purchase of weapons for the department, leaving \$60,000.00 in Reserve.

On recommendation of Treasurer Mark Zaksheske, it was moved by Mr. Morgan, seconded by Mr. Bock and carried by unanimous roll call vote to approve a Capital Budget Amendment Request to use \$17,000.00 from the Channel Cleaning Reserve for the Cobblestone Drive Storm Sewer Project, leaving \$14,253.00 in Reserve.

Quotations for the Cobblestone Drive Storm Sewer Project were solicited and received by Public Works Director Gary Snyder as follows: Konzel Construction - \$19,000.00, Amendola Development – No Quote, and Brozell Construction – No Quote. On recommendation of Mr. Snyder, it was moved by Mr. Morgan, seconded by Mr. Bock and carried by unanimous roll call vote to award the contract to Konzel Construction for \$19,000.00

On recommendation of Solicitor Mark Shaw, it was moved by Mr. Morgan, seconded by Mr. Bock and carried by unanimous roll call vote to approve a Storm Sewer Agreement with Konzel Construction and to amend the aforementioned Capital Budget Amendment Request to use \$19,000.00 from the Channel Cleaning Reserve for the Cobblestone Drive Storm Sewer Project, leaving \$12,253.00 in Reserve.

On recommendation of Treasurer Mark Zaksheske, it was moved by Mr. Morgan, seconded by Mr. Groh and carried by unanimous roll call vote to approve a Capital Budget Amendment Request to use \$11,595 from the Channel Cleaning Reserve for the 15<sup>th</sup> Street Culvert Guide Rail installation, leaving \$658.00 in Reserve.

Quotations for the purchase of a tamper for the Sewer Department were solicited and received by Public Works Director Gary Snyder as follows: Ganzer Equipment - \$2,095.00, Madara Equipment - \$2,395.00, and Admar - \$2,850.00. On recommendation of Mr. Snyder, it was moved by Mr. Morgan, seconded by Mr. Bock and carried by unanimous roll call vote to award the contract to Ganzer Equipment for \$2,095.00.

On recommendation of Public Works Director Gary Snyder, it was moved by Mr. Morgan, seconded by Mr. Bock and carried by unanimous roll call vote to purchase parts to rebuild the Township's Telog meters from Hach Co. at a cost of \$4,082.54 under COSTARS Contract 02-002.

Quotations for two (2) Self-Contained Breathing Apparatus (SCBA) units and accessories for the 929 Emergency Response Vehicle were solicited and received by Chief Code Enforcement Officer Caleb Dixon as follows: Witmer Public Safety Group - \$15,771.00 and Fire Force, Inc. - \$19,831.00. On recommendation of Planning and Development Director Matthew Waldinger, it was moved by Mr. Morgan, seconded by Mr. Bock and carried by unanimous roll call vote to award the contract to Witmer Public Safety Group for \$15,771.00.

Quotations for the replacement of Guide Rail for the 15<sup>th</sup> Street Culvert were solicited and received by Public Works Director Gary Snyder as follows: Green Acres Contracting - \$11,595.00, Keystone Guide Rail – No Quote, and Penn Line – No Quote. On recommendation of Mr. Snyder, it was moved by Mr. Morgan, seconded by Mr. Bock and carried by unanimous roll call vote to award the contract to Green Acres Contracting for \$11,595.00.

On recommendation of Information Technology Manager Kris Filson, Street Light Clerk Gail Jares, and Township Secretary Sheryl Williams, it was moved by Mr. Morgan, seconded by Mr. Bock, and carried by unanimous roll call vote to adopt Resolution 2019-R-60; A Resolution pursuant to Resolution 2015-R-20 and the Municipal Records Manual to approve proposed disposition of certain Township records. This authorizes the disposal of MPD DashCam videos that have reached the end of their 180-day retention period from November 12-26, 2019, Street Light Assessment records, Right-to-Know records and Contract files that have reached their expiration dates.

On recommendation of Solicitor Mark Shaw, it was moved by Mr. Morgan, seconded by Mr. Bock and carried by unanimous roll call vote to adopt Resolution 2019-R-61; A Resolution to Approve an Amendment to the General Reimbursement Grant Agreement for Federal-Aid Highway Projects No. 010W54 entered into by Millcreek Township and the PennDOT pursuant to the Joint Partial Settlement Agreement Among All Parties.

It was moved by Mr. Morgan, seconded by Mr. Bock and carried by unanimous roll call vote to adopt Resolution 2019-R-62; A Resolution to Amend Resolution 2019-R-51 to Authorize Submission of a Grant Application to Pennsylvania DCED to Fund the First Subsequent Implementation Phase of the Adopted Millcreek Township Early Intervention Program Plan.

It was moved by Mr. Morgan, seconded by Mr. Bock, and carried by unanimous roll call vote to appoint Scott Calhoun as Zoning Hearing Board Alternate. The Board congratulated Mr. Calhoun and thanked him for his willingness to serve.

On recommendation of Planning and Development Director Matthew Waldinger, it was moved by Mr. Morgan, seconded by Mr. Bock and carried by unanimous roll call vote to approve the release of First National Bank Check #210113190 in the amount of \$24,255.00 for Community Country Day School – Community Country Day School, Developer, as all requirements have been completed.

On separate motions by Mr. Bock, seconded by Mr. Morgan, it was carried by unanimous roll call vote to approve the following Sidewalk Deferral Requests, recommended by Planning and Development Director Matthew Waldinger and Township Engineer Anne Sokol, as there are no sidewalks in either area: 3256 West 39<sup>th</sup> Street – Randolph W. Michalak, Developer and 3731 Dominic Drive – Jeffrey Manucci, Developer.

On recommendation of Solicitor Mark Shaw, it was moved by Mr. Morgan, seconded by Mr. Bock and carried by unanimous roll call vote to approve a Lien Satisfaction request for 723 Montpelier Avenue. Mr. Shaw explained that the sewer mains were installed in the 1950's and no amount is owed.

On recommendation of Solicitor Mark Shaw, it was moved by Mr. Morgan, seconded by Mr. Bock and carried by unanimous roll call vote to approve the Whispering Woods Easement Agreement for the Mystic Ridge Lift Station. Mr. Shaw explained that this is part of the dissolution of the Millcreek Township Sewer Authority.

On recommendation of Planning and Development Director Matthew Waldinger, it was moved by Mr. Bock, seconded by Mr. Morgan and carried by unanimous roll call vote to approve the following Emergency Response Team (ERT) Roster: Caleb Dixon, Nick Banister, Kaelin O'Leary, Kirk McCaslin, Stephen Santucci, Rick Adams, Louis Ferrara and John Groh.

On recommendation of Solicitor Mark Shaw, it was moved by Mr. Groh, seconded by Mr. Bock and carried by unanimous roll call vote to approve a 5-year lease agreement with 7637 Enterprises Inc. for the management of the Erie Golf Club, led by Dale Stuhlmiller of Erie, effective January 1, 2020. Mr. Stuhlmiller addressed the Board and thanked them for the opportunity.

On recommendation of Planning and Development Director Matthew Waldinger, it was moved by Mr. Morgan, seconded by Mr. Bock and carried by unanimous roll call vote to approve an Access Agreement for 6267 Cobblestone Drive in order to complete the neighbor's storm sewer project.

Planning and Development Director Matthew Waldinger presented the October Building Construction Report as follows, which is available on the Township website and in the Zoning Office:

<u>October 2019:</u>	Total Residential Structures	\$ 1,660,966.00
	Total Non-residential Structures	<u>207,479.00</u>
		\$ 1,868,445.00
	Zoning Permits Issued	25
	Zoning Permit Fees	\$ 3,150.00

Treasurer Mark Zaksheske reported that the Township received the results from the 2017-2018 Liquid Fuels Audit by the Pennsylvania Auditor General indicating there were no Liquid Fuels rule violations. Mr. Zaksheske stated that the audit is available on the Township website.

On recommendation of Planning and Development Director Matthew Waldinger, it was moved by Mr. Morgan, seconded by Mr. Bock and carried by unanimous roll call vote to authorize Julie Maggio and Sebastian Puda to attend a Building Code Official Update class in Meadville on November 19, 2019 at a total cost of \$250.00, with use of a Township vehicle.

On recommendation of Public Works Director Gary Snyder, it was moved by Mr. Groh, seconded by Mr. Morgan and carried by unanimous roll call vote to authorize three Sewer Department employees to attend a Rural Water continuing education class at the Ambassador Conference Center in Erie on November 13, 2019 at a total cost of \$285.00, with use of a Township vehicle.

Mr. Morgan announced that the Township recently received an award for its Embrace Millcreek Comprehensive Plan at the Pennsylvania Chapter of the American Planning Association Conference. He thanked the Planning Commission, Mr. Waldinger and his team, and Millcreek residents for their efforts in creating the comprehensive plan.

Mr. Groh reported that the Board met in Executive Session with Solicitor Mark Shaw on October 24, 2019 and November 7, 2019 to discuss legal matters.

On recommendation of Chief Scott Heidt, it was moved by Mr. Bock, seconded by Mr. Morgan and carried by unanimous roll call vote to authorize the purchase of up to 70 Glock Handguns and 70 magazines from Markl Supply for a total price of \$36,295.00.

Student Ambassador Nina DiPlacido reported that on November 11<sup>th</sup> students will be honoring veterans at a special ceremony. She stated that Jarod Andrew will be participating in the National Chorus Festival, and also in the District Chorus Festival along with several other McDowell students. She noted that the National Honor Society Induction Ceremony will be held soon, and 30 students in grades 9-12 have scored a 4 or higher on Advanced Placement Tests.

Open Records Officer Sheryl Williams reported that 5 Right-to-Know requests were received in October requiring 13 hours of response preparation time. Three requests were granted, one request was denied and one was partially denied.

With no further business to come before the Board and no citizens to be heard, on motion by Mr. Morgan, seconded by Mr. Bock, the meeting was adjourned at 10:22 a.m.

Sheryl A. Williams  
Township Secretary

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Approved: November 26, 2019

John H. Groh \_\_\_\_\_

John E. Morgan \_\_\_\_\_

James S. Bock \_\_\_\_\_